



CONTRACT NO. 5465-0/18
Neon Signs/Lighting Systems: Inspection, Maintenance, and Repair Serv. - Pre-Qualification Pool ROADMAP

Contract Overview:

This contract shall provide multiple departments of Miami-Dade County with the ability to inspect, maintain, and repair neon signs and lighting systems on an as needed, when needed basis to support daily operations.

Contract Term:

July 01, 2013 – July 01, 2018

Procurement Contracting Officer:

Marcia Casamayor
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Award History:

<u>ADD NO.</u> ↓	<u>Date issued</u> ↓	<u>Event</u> ↓	<u>AGENT</u> ↓
1	7/9/2013	The following vendor has met all the criteria and are added to the pool of vendors: R & D Electric Inc (611428335-01)	Lluis Gorgoy

Part #1: PRE-QUALIFIED VENDORS BY GROUPS

This contract established four pre-qualified pools of vendors for participation in future spot market competitions for purchase of goods and services in the following groups:

Vendors	Group A	Group B
A1A Signs & Service	X	
Acolite Claude United Sign Co.	X	X
Advanced Multi Sign	X	
Pinar Electric	X	
R & D Electric	X	

Part #2: Group Descriptions

Group A: Miami-Dade Aviation Department

Bidders prequalified under Group A will be solicited via spot market quotations on an as needed basis for Neon sign/lighting system services. Services that may be requested during the term of the resultant contract will be defined as needs arise.



The Miami-Dade Aviation department (MDAD) will supply electrical power to all sign locations. All work performed under Group A for MDAD shall adhere to the following:

Inspection/Repair Requirements: MDAD staff will compile a periodic, detailed report of neon sign repairs based on personnel assessment. The report will indicate the location of the sign, size and perceived problem. The bidder(s) will verify the condition at each location and determine the necessary repairs. A detailed quote will be prepared and submitted to MDAD itemizing any replacement parts required for the repairs, including unit prices.

The scope of repairs when needed shall include, but not be limited to the following:

- a. Supply the necessary lamps, neon, tubes, wiring, transformers, ballasts and support mounts within sign cabinets and fixtures.
- b. Cleaning of neon sign components, replacement or adjustment of time clocks, as required.
- c. Repairs shall be made between 7AM and 6PM, unless otherwise requested by the Department, due to operational necessity or restricted access.
- d. Overtime labor rates refer to repairs that are made during the hours of 6:00 PM to 7:00 AM. These same rates are also applied to County observed holidays when emergency services or repairs are required.
- e. Parts: The successful bidder shall provide the necessary replacement parts for completing the repair services. The County will pay cost plus a maximum of 10% markup. The vendor will be required to submit a copy of their invoice for parts as proof of the vendor's cost.

Sign Locations: Neon sign systems are located throughout all areas of Miami International Airport, including but not limited to the following:

- a. Public Spaces in pre-security terminal areas (ticketing, baggage claim, arrivals & departure levels, moving walkways)
- b. Post-Security terminal and Concourses (D, E, F, G & J)
- c. Sterile corridors and international arrival processing, baggage claim and transfer areas.
- d. Parking garages.
- e. SkyTrain APM stations in Concourse D and E.
- f. MIA Mover APM stations in the terminal and rental car center
- g. Misc. locations at Opa-locka Executive Airport (OPF), Kendall-Tamiami Executive General Airport and Homestead General Aviation Airport.

Group B: Miami-Dade County Auditorium –CSBE SET-ASIDE



The successful bidder shall furnish all labor, materials, tools, equipment and parts necessary to provide inspection, maintenance and repair services for various neon signs and neon lighting systems for the Miami-Dade County Auditorium. The auditorium is located at 2901 West Flagler St., Miami, Florida.

Signage to be maintained: Face of Sign on the outside of auditorium (back lighted) reading "MIAMI DADE COUNTY AUDITORIUM", the cover lighting in lobbies and seating areas.

Services provided may include but not be limited to:

1. Inspection/Maintenance Service Requirements: The successful bidder shall make monthly inspections and maintenance visits, including but not limited to:

- a. Monthly cleaning, plus painting and maintenance when necessary of signs and cove lighting.
- b. Supply the necessary number of lamps, starters, neon, tubes, and wiring within the sign and cove lighting area.
- c. Cleaning, painting, touching up, checking of time clocks, adjusting time clocks seasonally, and maintain listing of signs.

2. Repair Service: The successful bidder shall make service calls for repairs on an as needed when-needed basis. Any repairs and the purchase of replacement parts shall require approval of the department prior to proceeding with the work.

- a. Standard labor rates refer to repairs that are made during the hours of 7:00 AM to 6:00 PM local time.
- b. Overtime labor rates refer to repairs that are made during the hours of 6:00 PM to 7:00 AM local time. These same rates are also applied to County observed holidays when emergency services or repairs are required.
- c. Parts: The successful bidder shall provide the necessary replacement parts for completing the repair services. The County will pay cost plus a maximum of 10% markup. The vendor will be required to submit a copy of their invoice for parts as proof of the vendor's cost.

Part #3: Applicable Ordinances

Each Solicitation shall be consistent with AO NO.3-38, "Master Procurement Administrative Order."

Applicable Ordinances

Local Preference, Cone of Silence, UAP & Inspector General Ordinances shall be applicable to each solicitation issued under this contract.

Local Preference Consideration



The evaluation of competitive solicitations is subject to Section 2-8.5 of the Miami-Dade County Code, which, except where contrary to federal or state law, or any other funding source requirements, provides that preference be given to local businesses. A local business, for the purposes of this Section, shall be defined as a Proposer which meets all of the following:

1. A business that has a valid occupational license, issued by Miami-Dade County at least one year prior to bid or proposal submission, that is appropriate for the goods, services or construction to be purchased:
2. A business that has a physical business address located within the limits of Miami-Dade County from which the vendor operates or performs business (Post Office Boxes are not verifiable and shall not be used for the purpose of establishing said physical address.); and
3. A business that contributes to the economic development and well-being of Miami-Dade County in a verifiable and measurable way. This may include but not be limited to the retention and expansion of employment opportunities and the support and increase in the County's tax base. To satisfy this requirement, the vendor shall affirm in writing its compliance with either of the following objective criteria as of the proposal submission date stated in the solicitation:
 - a. The Vendor has at least ten (10) permanent full time employees, or part time employees equivalent to 10 FTE ("Full Time Equivalent" employees working 40 hours per week) that live in Miami-Dade County, or at least 25% of its employees that live in Miami-Dade County, or
 - b. The Vendor contributes to the County's tax base by paying either real property taxes or tangible personal property taxes to Miami-Dade County, or
 - c. Some other verifiable and measurable contribution to the economic development and well-being of Miami-Dade County.

Additionally, a Locally-Headquartered Business shall mean a Local Business as defined above which has a "principal place of business" in Miami-Dade County. "Principal place of business" means the *nerve center or the center of overall direction, control, and coordination of activities of the bidder*. If the bidder has only one business location, such business location shall be its principal place of business.

In the case of Requests for Quotes (RFQ's) which are based on price and/or hourly rate, the following shall apply:

Local Preference: If a low bidder is not a local business and a *local business* submits a bid within 10% of the non-local low bidder, the non-local low bidder and all local businesses within 10% of the non-local low bidder; shall have the opportunity of submitting a best and final offer. The offer shall be equal to or lower than the low bid.

The following vendors shall receive Local Preference:

1. ***A1A Signs & Service***
2. ***ABC Imaging of Washington***
3. ***Advanced Multi Sign Corp***
4. ***Pinar Electric MD, Inc***
5. ***R & D Electric Inc***



Locally Headquartered Businesses: If a low bidder is not a local business and a locally headquartered business submits a bid within 15% of the non-local low bidder, the non-local low bidder and all locally headquartered business within 15% of the non-local low bidder shall have the opportunity of submitting a best and final offer. The offer shall be equal to or lower than the low bid. If a low bidder is a local business and a locally headquartered business submits a bid within 5% of the local, the local low bidder and all locally headquartered business within 5% of the local low bidder shall have the opportunity of submitting a best and final offer. The offer shall be equal to or lower than the low bid.

The following vendors shall receive Locally Headquartered Business Preference:

1. ***A1A Signs & Service***
2. ***Acolite Claude United Sign Co***
3. ***Advanced Multi Sign Corp***
4. ***Pinar Electric MD, Inc***
5. ***R & D Electric Inc***

Interlocal Agreement

At this time, there is an interlocal agreement in effect between Miami-Dade and Broward Counties until September 30, 2013. Therefore, a vendor which meets the requirements of (1), (2), and (3) above for Broward County shall be considered a local business pursuant to this Section.

Small Business Contract Measures

A Small Business Enterprise (SBE) bid preference applies to this solicitation.

A 10% bid preference shall apply to contracts \$1 million or less and 5% on contracts greater than 1\$ million. A SBE/Micro Business Enterprise must be certified by the Department of Business Development (DBD) for the type of goods and/or services the Enterprise provides in accordance with the applicable Commodity Code(s) for this solicitation. For certification information, contact the Department of Business Development at 305-375-3111 or access www.miamidade.gov/sbd.

The SBE/Micro Business Enterprise must be certified by bid submission deadline, at contract award for the duration of the contract to remain eligible for the preference.

There are NO vendors that shall receive SBE preference at the time of initial award. Vendors who meet the minimum requirements and are added to the pre-qualification pool may be eligible for the SBE preference and would qualify for the above mentioned preferences.

When the above circumstances (Local, locally headquartered, or SBE preferences occur, user departments are to send out a request to obtain the best and final offers (BAFO).

Please note that the determination of the responsibility and responsiveness of all vendors that are to be included in the best and final process must take place prior to requesting the BAFO. This is to avoid a situation where a violation of the local preference ordinance to conduct a best and final process could take place. Even if low bidder, a non-responsive local vendor should not be included in this process.

Part #4: Instructions for each solicitation

Contract 5465-0/18 requires each acquisition to go through a competitive, spot market Request for Quote (RFQ), prior to the award of a Work Order (WO).



Departments are to utilize the below vendor contact information for the issuance of all RFQ's. These contacts listed below are authorized to respond to all County requests and are to be included in each RFQ issued against the contract. Failure to utilize the below contacts for the vendors listed, may result in cancellation or rejection of a RFQ solicitation. It is highly recommended that the RFQ's be issued via e-mail for tracking and reporting purposes.

Vendor	Contact Name	Phone Number	Fax Number	E-mail Address
A1A Signs & Service	Ira Knigin	305-757-6950	786-794-7543	sales@a1asigns.com
Advanced Multi Sign Corp	Ariel Pedrosa	305-805-3636	305-805-3637	ariel@advancedmultisign.com
Acolite Claude United Sign Co.	Paul J. Yesbeck	305-362-3333	305-819-7777	paul@acusigns.com
Pinar Electric MD, Inc	Andres Orta	786-256-0812	305-994-7957	pinarmd@bellsouth.net
R & D Electric Inc	Rafael Edarri	305-403-7841	305-403-7842	rafael@rdelectricinc.com

Reference Section 2, Paragraph 2.15: The vendor shall promptly correct all apparent and latent deficiencies and/or defects in work, and/or any work that fails to conform to the contract documents regardless of project completion status. All corrections shall be made within seven (7) calendar days after such rejected defects, deficiencies, and/or non-conformances are verbally reported to the vendor by the County's project administrator, who may confirm all such verbal reports in writing. The vendor shall bear all costs of correcting such rejected work. If the vendor fails to correct the work within the period specified, the County may, at its discretion, notify the vendor, in writing, that the vendor is subject to contractual default provisions if the corrections are not completed to the satisfaction of the County within three (3) calendar days of receipt of the notice. If the vendor fails to correct the work within the period specified in the notice, the County shall place the vendor in default, obtain the services of another vendor to correct the deficiencies, and charge the incumbent vendor for these costs; either through a deduction from the final payment owed to the vendor or through invoicing. If the vendor fails to honor this invoice or credit memo, the County may terminate the contract for default.

RFQ's may be awarded to the vendors with the lowest price in the aggregate, per-group, or in a per-item basis.

USER DEPARTMENT RESPONSIBILITY

It is the responsibility of the user Department Director to ensure compliance with the above-mentioned procedures. Purchase under this contract will be subject to random review or audit by County authorities, including the Procurement Management Services Division, Audit and Management, and the Office of the Inspector General.

RECORD RETENTION

For each purchase order issued under this contract, the user department shall maintain a record of the purchase including: market research performed, all quotes sought, all quotes obtained, required exception forms, and any other documentation supporting each purchase to ensure compliance and to



establish the necessary accountability for audit. The record shall be maintained by the user department in a location (either electronic or paper) easily accessible for review or audit in accordance with the County Records Retention regulations.